

# Sandton Village Estate



133 Holkam Road, Paulshof, 2187, RSA - Phone : 011-807-5880 – Website : [www.svestate.co.za](http://www.svestate.co.za)  
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## INCIDENT REPORT

Date of incident :		Date reported :	
Details of incident :			
Description of event :			
<b>Complainant</b>	Name	Unit	Tel.
Comments			
		Signature	
<b>Offender</b>	Name	Unit	Tel.
Comments			
		Signature	

<b>Additional instructions</b>			
Has the incident been resolved to the satisfaction of all parties concerned ?	Yes	No	
Have the parties been informed about the arbitration process ?	Yes	No	N/A
If the Body Corporate suffered damages, have they been recouped ?	Yes	No	N/A
If the complainant has been involved in prior incidents, have appropriate steps been taken ?	Yes	No	N/A
If the offender has been involved in prior incidents, have appropriate steps been taken ?	Yes	No	N/A